

**OFFICIAL MINUTES**  
**Clearwater River Watershed District**  
**Board of Managers Meeting**  
**August 17, 2016 - 6:00PM**  
**City Hall, Annandale, MN**

Chair Schiefelbein called the regular meeting to order at 6:00pm. Managers Paul DeGree, Kathy Jonsrud, Robert Rocheleau, Robert Schiefelbein and Chris Uecker were present. Also in attendance were: Jack Gleason, Matt Riehm and Carli Wagner of Dockside Aquatic Services LLC, Engineer Rebecca Kluckhohn, Advisor Merle Anderson, Assistant Administrator Dennis Loewen and Administrator Cole Loewen. Riehm and Wagner left the meeting at 6:35PM; Gleason left at 7:28pm.

Motion #16-8-1: Uecker/Jonsrud moved to adopt the agenda with the following changes: 1) added presentation by Jack Gleason from the Lake Augusta Association on results of pilot mechanical harvesting treatment of Curly-Leaf Pondweed as item #3.1, 2) corrected item #5 to read "Financial Report August 17, 2016." **All Managers voted aye.**

**Presentations**

Lake Augusta Association- Pilot mechanical harvesting treatment of Curly-leaf Pondweed (CLP) results  
Jack Gleason, president of the Lake Augusta Association, along with Matt Riehm and Carli Wagner from Dockside Aquatic Services gave a presentation on the recently completed mechanical harvesting of CLP. Gleason reported a total of 55,000 lbs. of CLP was harvested from approximately 11.5 littoral acres using the mechanical method. Gleason noted 20 lakeshore property owners contributed funding to complete this work along their property, removing CLP from 2,500 sq. ft. sections, and ~1 acre of CLP was treated by the island on the lake. Gleason asked for the CRWD to be involved with the reporting of treatment effectiveness, specifically if quantifying phosphorus load reduction through harvesting, as well as assist with gathering other lake associations in the CRWD who treat CLP together to discuss this treatment method.

The Board instructed staff to develop a sampling protocol and to take a sample of CLP to a certified laboratory to have it analyzed for phosphorus content next year. The Board also indicated a willingness to help host a gathering of the CRWD's lake associations in winter 2016-17 in order for the associations to have an opportunity to converse about their respective treatment programs.

Matt Riehm and Carli Wagner left at the end of this item.

Proposed 2017 CRWD Budget

Administrator Loewen presented and led discussion on the CRWD's proposed 2017 budget. The Board directed Loewen to make several changes to the budget and to proceed with noticing the budget hearing as previously authorized by the Board.

Jack Gleason left at the end of this item.

**Consent Agenda**

Action items included in the consent agenda are as follows:

- Approved July 20, 2016 regular meeting minutes of the CRWD Board of Managers
- Approved the return of unspent funds from Wright County SWCD to the CRWD from the closure of an old waterway buffering program. The original amount given by the CRWD to Wright SWCD for this program was \$2,000; \$1,103.75 is being returned as unspent. The funds are to be placed into the CRWD's general fund for use elsewhere.
- Authorize attendance at: the August 22, 2016 Regional Buffer Law Workshop; the September 12, 2016 AIS Research and Management Showcase; the September 14, 2016 Intro to Data

Practices Policies & Procedures Workshop; the September 16, 2016 Buffer Science and Design Symposium; the October 5-6, 2016 Aquatic Invaders Summit II Workshop; the October 24-26, 2016 MN BWSR Academy

Motion #16-8-2: Jonsrud/Rocheleau, moved to adopt the consent agenda. **All Managers voted aye.**

### **August 17, 2016 Financial Report**

Administrator Loewen, in addition to reviewing the monthly financial report, also informed the Board of receipt of pay application #7 from Peterson Companies for the East Swartout project. This is the final pay application for the project.

Motion #16-8-3: Jonsrud/Uecker, moved to authorize 1) payment of pay application #7 from Peterson Companies for East Swartout construction in the amount of \$2,314.06, 2) Administrator Loewen to sign said pay application and 3) payment of bills, subject to audit. **All Managers voted aye.**

### **OLD BUSINESS**

#### **Potential revision to CRWD's incentive offerings**

Administrator Loewen presented a memo on potential revisions to the CRWD Incentive Program. The Board directed staff to continue with developing policies and procedures for revising the program, and to bring this matter back to the Board at a later date.

#### **School Section Lake Outlet: 1) maintenance access and repairs, 2) proposed alternative to ice breaker, 3) public information session on potential assessment**

Administrator Loewen informed the Board maintenance work would commence on August 23, 2016. Access via the driveway on the property has been allowed by the property owner.

Administrator Loewen presented additional drawings on the proposed alternative as well as a memo of the potential funding and financing options for the work. Administrator Loewen also presented a memo summarizing the procedures and steps necessary to reapportion previously-determined benefits amongst properties on the School Section Lake Outlet Assessment Roll that have split, combined or been subdivided.

The Board directed staff to undertake the following in regards to the School Section Lake Outlet Project:

- Estimate the cost and level of effort to conduct a redetermination of benefits for the project's assessment roll
- Reapportionment of benefits for this assessment roll are to be made pro rata
- To hold a public hearing on October 19, 2016 for the purpose of providing opportunity for benefitted property owners of the project to offer: 1) comment on the proposed replacement of the ice barrier, 2) comment on the proposed assessment against their property and 3) comment on the proposed reapportionment of benefits on select properties
- To work with the CRWD's attorney to draft and send notices on this hearing. The notices should note the following:
  - Date, time and place of hearing
  - Brief history of project, including recent activities that have brought the potential replacement of the ice barrier forward
  - The project's operation & maintenance (O&M) balance in 2014, 2015, 2016 and projected balance in 2017
  - The proposed assessment amount, with individual amount that would be due per parcel
- To work with the CRWD's attorney to draft a potential order to proceed with the proposed replacement, the corresponding assessment and the proposed re apportionment of benefits

In addition, the Board indicated:

- The intent is to contribute ~\$8,000 from the general fund to the project's O&M fund to cover previous-expenditures the Board ordered in order to make sound decisions related to the project
- The intent is for the general fund to loan the project O&M fund the balance of the potential special assessment to be levied, with proceeds from said assessment used to pay back the general fund
- The intent is to levy any assessment over a five-year period
- The public hearing in October is not to be the date where the final decision is made. That is to occur at the November 2016 regular Board meeting.

#### **Cedar Lake Watershed Protection & Improvement Project: spoils pile issue & general update**

Administrator Loewen gave an update on the final outstanding items for this project. Sans the spoils pile issue for the Old Highway 55 component, the project is nearly complete, with a few site-specific installs remaining and overall project closeout with the granting authority left to complete.

Administrator Loewen reviewed the issue with the spoils pile at the Old Highway 55 component. Loewen presented quotes received to remove the spoils from the site and seed or to spread the spoils onto the CRWD-owned parcel and seed/ stabilize the spread site. Prices ranged from \$7,500- \$9,819.

The Board directed staff to:

- Contact Corinna Township to discuss the township-added re-platting condition that has caused this issue to arise further. Specifically, the Board wants to ensure the township planning commission, which created the condition, understands that the spoils is not owned by the CRWD and as such the costs related to fulfilling the condition will affect the six common interest holders. The Board would like to ask the township to reconsider their condition in light of this negative affect on the common interest holders
- Have the CRWD attorney review the agreement between the CRWD and the common interest holders regarding the re-platting of the CRWD's property and the easements between the CRWD and the holders in which the spoils became the property of the holders

#### **Watkins Area Stormwater Project update**

Administrator Loewen & Engineer Kluckhohn gave a brief update on the progress of the project.

#### **Targeted Fertilizer & Clearwater River Restoration & Protection Phase II Projects' update**

Engineer Kluckhohn gave an update on the progress of the project. The Targeted Fertilizer final project report will be presented to the Board at its September regular meeting. The summary report of the desktop analysis, field reconnaissance and recommend prioritization for BMP targeting for the Clearwater River Restoration & Protection Phase II Project will also be presented at this meeting.

#### **Update on hydro-geotechnical investigations for Clearwater Harbor/ Hidden River Nitrogen Mitigation & Analysis Plan**

Engineer Kluckhohn presented findings so far and presented recommended actions to further investigative efforts. The Board directed the engineer to move forward with an additional round of sampling from the geo-probes and wells and to work directly with Septic Check to ensure proper sampling methodologies are being followed when sampling from groundwater monitoring wells.

#### **NEW BUSINESS**

##### **Additional seeding, Kimball Highway 55 sedimentation basin**

Motion #16-8-4: Jonsrud/Rocheleau, moved to accept the \$680 quote from Prairie Restoration, Inc. for enhancing native plantings at the Highway 55 sedimentation basin. **All Managers voted aye.**

### **Administrator Loewen- Other Business**

Administrator Loewen presented the following:

- MN Association of Watershed District's (MAWD) 2016 Project and Program of the Year Award nominations- no action taken
- MAWD's 2016 Resolution proposal notice- to be discussed at the Board's September regular meeting
- Citizen concern: 273 Battle Rd's sewer connection. Septic Check televised the service line and found it to be properly connected to the Clearwater Harbor Sanitary Sewer main. It was confirmed that a septic tank does exist underneath the home; the service line runs adjacent to the tank, but does not connect. There are no service connections to the tank

Motion #16-8-5: Jonsrud/Rocheleau, moved to seek quotes from vendors to abandon the septic tank underneath 273 Battle Rd, with the Administrator authorized to proceed with work if any quote is less than \$2,000. **All Managers voted aye.**

### **Advisor Anderson- Other Business**

None

### **Advisory Committee assignments are:**

1. No-wake "flag" notices
2. Aquatic Invasive Species

### **Items noted for the September 7, 2016 regular meeting are:**

- Proposed 2017 CRWD Budget Hearing

### **Items noted for the September 19, 2016 regular meeting are:**

- Clearwater Harbor/ Hidden River NAMP Implementation: hydro-geologic investigations
- Targeted Fertilizer Project Final Report
- Clearwater River R&P Phase II Project update
- Election of CRWD officers
- Cedar Lake Watershed Protection & Improvement Project update
- Watkins Area Stormwater Treatment Project update
- 273 Battle Rd septic tank issue
- CRWD Incentive Program

### **MANAGERS' REPORTS**

None

Motion #16-8-6: Jonsrud/Rocheleau, moved to adjourn at 9:27pm. **All Managers voted aye.**

THESE MINUTES ARE AVAILABLE AT: [www.crw.org](http://www.crw.org).

CRWD AUDIT REPORTS ARE AVAILABLE AT THE ANNANDALE PUBLIC LIBRARY

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Chair, Bob Schiefelbein

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Secretary, Paul DeGree